



# Housing Authority of the City of Alameda

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## MINUTES

### REGULAR MEETING OF THE HOUSING COMMISSION OF THE CITY OF ALAMEDA HELD WEDNESDAY, JANUARY 16, 2008

The Commission was called to order at 7:00 p.m. by Chair Gormley.

#### PLEDGE OF ALLEGIANCE

#### 1. ROLL CALL

Present: Commissioner Balde, Kurrasch, Pratt, Schlueter and Chair Gormley.

Absent: Commissioner Trujillo.

#### 2. CONSENT CALENDAR

Commissioner Kurrasch moved to adopt the Consent Calendar with the exception of item 2-C. Commissioner Pratt seconded. Motion carried unanimously. All items accepted or adopted are indicated with an asterisk.

\*2-A. Minutes of the Housing Commission Regular Meeting held December 19, 2007. Minutes were accepted.

\*2-B. Draft Minutes of the Board of Commissioners Special Meeting held January 2, 2008. This report was for information only.

2-C. Budget Variance Report. Executive Director Pucci stated the report covers the first six months of the fiscal year. Commissioner Schlueter had questions regarding Cash Items and GAAP reporting. Mr. Pucci answered his questions. Commissioner Schlueter asked if Esperanza was going to continue to operate at a loss. Mr. Pucci replied affirmative and explained a conversion is needed from public housing to tenant based vouchers. Mr. Pucci said with tenant based vouchers the deficit will be eliminated as income increases through subsidies. Conversion may be completed by the end of the next fiscal year. This is a complicated procedure and staff wants to keep the tenants, Housing Commission, and Board of Commissioners informed. A Request for Proposal for consultants was done and staff will be talking with consulting firms to decide who will be the best to help with the conversion. A lot of HUD paperwork needs to be completed and HUD requires 100 to 120 days to review. HUD is also backlogged so the process may take a few years to complete. Vouchers would be issued to every eligible family. To be eligible, a person must have an income that is 80 percent of median income or less. If a tenant is not eligible, we would assist them with an affordable rent.

Commissioner Kurrasch asked if there were market rate units at Esperanza. Mr. Pucci responded no, there have never been.

Commissioner Pratt asked if Esperanza had vacancies. Mr. Pucci said yes, and that it is hard to find eligible families for the four and five bedroom units. Some four bedroom units are vacant; it takes a minimum of six people to qualify. He further explained at Parrot Village one four-bedroom unit was remodeled to become a three-bedroom unit. Under the Project-based Voucher program, reconfiguring the large units at Esperanza might be needed to make them easier to rent.

Commissioner Schlueter asked if the water and sewer bills for Parrot Village were paid through December 2007. Mr. Pucci responded yes, there was a leaking toilet that was not reported but was eventually repaired. Commissioner Schlueter also had a question on Maintenance Salaries. It was explained that the budget variance is

reported on a monthly basis, but employees are paid biweekly. As such, twice a year, three pay periods fall in one month rather than two. There was further discussion on the reporting time periods versus scheduled payments.

Commissioner Schlueter moved acceptance of this report. Commissioner Kurrasch seconded. Motion carried unanimously.

- \*2-D. Annual Review of Investment Policy. The Housing Commission accepted the report on the Investment Policy.

### 3. AGENDA

- 3-A. Policy for Determining Criteria for Use of Measure A Exception – Continued from December 19, 2007, Meeting. Mr. Pucci explained this is a continuation of last month's report. Originally the Development Committee worked on this policy along with Development Service and Housing Authority staff. He said the policy is a way of setting up criteria so developers know what they need to do to be granted Measure A exempt units. He went on to say that 283 of the 325 Measure A exempt units have been committed, leaving 42 units uncommitted. Several developers are competing for the 42 units. Housing on sites with an inclusionary requirement often trigger the request for Measure A exempt units. Mr. Pucci said that this policy is one way to evaluate developer's proposals.

Commissioner Kurrasch asked if the 157 units at Alameda Point were completed. Mr. Pucci said no; it may take several years. Currently there are two proposals, one that is a Measure A exempt and the other, Measure A compliant. Another initiative would determine whether or not Alameda Point could be Measure A exempt, which could take several more years.

Commissioner Pratt asked what would happen if the City voted to overturn Measure A. Mr. Pucci said if Alameda residents voted to eliminate Measure A at Alameda Point, the 157 Measure A exemptions that the Housing Authority has committed to the project would come back to the Housing Authority and could be used for other projects. Mr. Pucci stated the 39 units at Shinsei Gardens will break ground within the next few months. Alameda Landing should have a site plan by early summer for the Commission's review. He went on to say that there is competition for the 42 units uncommitted Measure A exempt units, but developers have not yet formulated and submitted a plan for consideration.

Commissioner Pratt stated that it is good to have the criteria documented particularly if it becomes an issue at Alameda Point.

The Housing Commission discussed the attached criteria and gave the Ad Hoc Committee and staff further direction on this policy.

- 3-B. Mission Statement and Goals of the Housing Authority. Commissioner Pratt said this was brought up at a NAHRO session when commissioners were asked if they knew their mission statement. Mr. Pucci responded it is timely because every year an Annual Plan is developed showing how goals are being met. It is a good idea to review the Mission Statement and Goals annually. Chair Gormley concurred.

Commissioner Schlueter asked if auditors use the same goals for their checklist. Mr. Pucci responded that auditors have their own checklist. He went on to discuss the HUD evaluation process, including the customer survey of public housing tenants. This survey of a HUD-selected sample of families at Esperanza is part of the Housing Authority's score under the Public Housing Assessment System (PHAS). Commissioner Pratt commented that these are subjective surveys.

Commissioner Pratt asked about occupancy in the four and five bedroom units; if the Housing Authority can prove a concerted effort but cannot find families of the appropriate size will HUD take that into consideration. Mr. Pucci said we can get

penalized if we do not show we are making a concerted effort to house appropriately-sized families.

Commissioner Schlueter asked how goals are measured. Mr. Pucci said the Housing Commission will be updated on Housing Authority goal achievements, probably at the March meeting. He said that the Housing Authority has done well in most areas; however, there was one area that continued to be problematic – promoting resident self-sufficiency. Mr. Pucci went on to describe the Family Self-Sufficiency program which has shown some success.

Chair Gormley felt the Housing Authority complies with goal number four, "Promote greater family self-reliance and community responsibility." Mr. Pucci said staff wanted to develop a program to show tenants how to do simple home-repairs. He said that Housing Authority Maintenance and Facilities Manager Bob Haun may develop this program in the future.

Commissioner Schlueter mentioned the goals were last approved March 2005. This update was done during the last five-year plan and may be updated after the next five-year plan in 2010.

This item was for discussion purposes only.

- 3-C. Recommending to the Board of Commissioners Authorization to Submit an Application to the Alameda Reuse and Redevelopment Authority for the Coast Guard Housing Units at the North Housing Parcel owned by the U.S. Navy. Mr. Pucci said the Navy has declared the North Housing site surplus; it includes 42 acres with 282 housing units. The site is first available agencies to provide housing for the homeless and self-help housing, such as the type of housing provided by Habitat for Humanity. Any remaining property will be auctioned off to the general public (developers). The application is due February 29<sup>th</sup>. He also reviewed two attached maps. Mr. Pucci advised that providers of homeless services in Alameda will provide a better understanding of the homeless need in the city of Alameda which will determine the number of units requested in the application.

Chair Gormley asked if there is a homeless count. Mr. Pucci said a consultant has been hired by the City to determine the homeless need. Commissioner Pratt said she was quoted 200 homeless in mid-2006. Mr. Pucci said although they are not on the streets, they are sleeping in cars, motor-homes and doubling up in others homes. A person is considered homeless if they have no permanent place to live.

Commissioner Kurrasch said most people living at the Islander Hotel are considered homeless. He said the legal definition is far different from what is normally thought of as homeless which is street people. Commissioners Gormley and Balde concurred.

Mr. Pucci went on to say the Housing Authority is not a homeless provider. The Housing Authority does a better job of owning and maintaining properties, which will be our role. He said the Housing Authority will collaborate with one or more non-profits to provide services for the homeless.

Commissioner Kurrasch asked about the map on page 42 if Parcels 4 and 2B had been declared surplus. Mr. Pucci responded no, the Coast Guard will retain those parcels. Commissioner Kurrasch said it is important to note that Marina Housing is not part of what is being discussed. Mr. Pucci and Commissioner Kurrasch described more areas of the map.

Mr. Pucci said by way of example that if the Housing Authority were to acquire 40 units on three acres, the balance of the site would be auctioned off. Theoretically a developer could buy out the Housing Authority's portion, but that the requirement to provide housing for the homeless would remain.

Commissioner Kurrasch asked in what part of the site the Housing Authority has an interest. Mr. Pucci said the exact location would be determined with the help of an

architect and the homeless service providers. He mentioned there is a benzene plume which needs to be taken into consideration. He stated the Navy tested and remediated areas, but they have advised that remediation has not occurred under the hardscape (building foundations and roads). Contaminants may be under the slabs and he gave an example of contamination found at East Housing site after a developer demolished the site. He explained the Navy said the site would not have been contaminated had the developer not disturbed the site. Fortunately the City had insurance which covered the clean up but delayed the site.

Chair Gormley asked if the Housing Authority could be faced with a similar situation. Mr. Pucci said it is unclear until structures are torn down.

Commissioner Pratt asked how far down in the soil the Navy goes to declare an area clean. Staff answered two feet and explained the process. Commissioner Pratt asked if the Housing Authority will be bidding against the other eight people. Mr. Pucci said he did not know who was going to submit an application.

Commissioner Schlueter asked if other surrounding cities are providing for their homeless. Mr. Pucci said not necessarily, under Federal guidelines if another city had surplus Federal property they could do the same thing for the homeless need within their city. He is not sure what other cities are doing. He went on to say that the City of Alameda can say this surplus land is available to meet the homeless needs specific to this city.

Commissioner Kurrasch moved recommending to the Board of Commissioners to authorize the Chief Executive Officer to submit an application to the ARRA for some of the Coast Guard housing units at the North Housing Parcel. Commissioner Balde seconded. Motion carried unanimously.

- 3-D. Smoke Free Housing Update. Chair Gormley said the next meeting of the committee will develop a written policy using guidelines from the Lung Association and the workings of the committee. When the policy is adopted, it will be expanded to include other complexes. She explained some of the issues under discussion.

Commissioner Kurrasch asked if the policy will go to the Resident Council and IP residents. Chair Gormley said there have been two open meetings and no smokers attended. Another open meeting will be held in the future.

Commissioner Schlueter asked if Serena from the Lung Association has been at a Commission meeting. Mr. Pucci said she had attended a meeting. Chair Gormley is pleased with the progress. Commissioner Schlueter stated there has been significant education because of the Lung Association. A discussion ensued.

Commissioner Kurrasch suggested a draft of the policy be reviewed by the Housing Authority's General Counsel.

Commissioner Pratt asked how many smokers live at Independence Plaza. Chair Gormley said 10 percent or less are smokers. The Housing Commission has the authority to approve the policy. Commissioner Pratt asked if implementation had been discussed. Chair Gormley said yes and the committee is working on an implementation plan.

Chair Gormley said nationwide 62 housing authorities have gone smokeless. Commissioner Pratt suggested the committee learn from the other housing authorities. Chair Gormley described some of the ways other housing authorities had implemented their policies.

This was an oral report.

#### 4. ORAL COMMUNICATIONS.

Commissioner Schlueter acknowledged a positive article in the Alameda Journal about Mike Pucci and the Housing Authority. Mr. Pucci said he regretted having mentioned names of non-profits working with the Housing Authority until they had a chance to discuss the issue with their boards.

Commissioner Balde attended the Esperanza Town Hall meeting. She was happy to see a large turn out of people.

Commissioner Kurrasch has been pleased with the Town Hall meetings.

Commissioner Pratt complimented Bob Haun saying she appreciated his overview of the past year and the plan for this year. She said Mr. Haun speaks well and with authority.

Michael Torrey brought an article for the Commission.

Chair Gormley has been pleased with the Town Hall turn out, especially at Esperanza. She is happy with the work being done at Independence Plaza.

Michael Torrey announced a Martin Luther King celebration at 1:00 pm next Monday at City Hall and the Commissioners are invited.

- 5. COMMISSIONER COMMUNICATIONS
- 6. ADJOURNMENT

There being no further discussion, Chair Gormley adjourned the meeting at 8:15 p.m.

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Nancy W. Gormley, Chair

Attest:

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Michael T. Pucci  
Executive Director / Secretary